

# City of Upland



## UPLAND POLICE MANAGEMENT BENEFITS SUMMARY: SERGEANTS, LIEUTENANTS, CAPTAINS

### HEALTH INSURANCE - CAFETERIA PLAN

Benefit options: Kaiser and Anthem medical plans, Delta Dental PPO plans or MetLife Dental DHMO, Standard Vision Plans. Employee must pay the difference between city contribution and actual premium of plan(s) selected.

**BENEFITS BEGIN 1ST OF THE MONTH FOLLOWING 30 DAYS CONTINUOUS EMPLOYMENT—Must enroll at time of hire or annual open enrollment only.**

#### **Employees hired PRIOR to 1/1/2016:**

- \$1500 monthly cafeteria plan allowance effective 7/1/2022

#### **Employees hired ON OR AFTER 1/1/2016:**

- Monthly cafeteria allowance is 100% of the lowest cost medical, dental, and vision plans based on selected coverage level (employee only= \$686.45, employee +1=\$1,370, employee+2 or more=\$1,500).

### EQUITY INCREASE

- 2.5% equity increase effective January 1, 2023

### LIFE INSURANCE (METLIFE)

- City paid life and AD&D 1 x annual salary
- Employee may cover dependents for additional cost

### FLEXIBLE SPENDING & SUPPLEMENTAL INSURANCE

- Available through American Fidelity Assurance Co.
- Section 125 Health and Dependent Care flexible spending plans and HSA
- Supplemental life, accident, critical illness insurance

### PREVENTATIVE HEALTH

- Reimbursement up to \$180 per year for purchase of items, classes, memberships or programs which contribute to physical fitness as defined by defined in City of Upland's policy on Preventative Health Benefits.
- Reimbursement will be made in June each year

### UNIFORM ALLOWANCE

- \$1,000 per year for purchase, maintenance and cleaning after completion of 12 months of employment
- Paid twice a year, half in June and half in December

### EDUCATIONAL INCENTIVE – SERGEANTS, LIEUTENANTS & CAPTAINS:

Those receiving education incentive and/or POST pay shall maintain at same compensation level. The following is effective July 1, 2022 for new hires and promotions:

- AA/AS = 2.5% or BA/BS = 5% or 7.5% for Graduate degree
- Int. POST = 2.5% or Adv. POST = 5%
- Total eligible between Education and POST Cert is 12.5%

### TUITION REIMBURSEMENT

- Up to \$3,500 per fiscal year (job related education)
- Refer to MOU for eligibility

### RETIREMENT- CalPERS

**“Classic Members” (Members currently enrolled in CalPERS prior to 1/1/2013 with no greater than 6 month break in service)**

- 3% AT 55, single highest year
- Employee pays 12% of salary eff. 7/1/2016
- 1959 Survivor's Benefit, 3<sup>rd</sup> level survivor benefit

**“New Members” (Members never enrolled in CalPERS or members with greater than 6 month break in service)**

- 2.7 % AT 57, 3 final years of employment
- Employee pays 13.75% of salary;
- 1959 Survivor's Benefit, 3<sup>rd</sup> level survivor benefit

### RETIREE BENEFITS

(Employees hired before 7/1/2017)

- Retirement Health Savings (RHS) Accounts through IC-MA-RC with City contributions on employee's behalf beginning at **5 years** of continuous service. Available only upon service or disability retirement with the City of Upland.
- Upon retirement, 50% of accrued sick leave, 100% of accrued vacation and 100% of comp time will be converted to cash and deposited into the member's RHS Account on a tax deferred basis
- City will provide health insurance reimbursement for employees who retire from the City of Upland based on hire date and years of service (refer to MOU).

### DEFERRED COMPENSATION

- Mass Mutual 457 plan, Roth 457 option
- The City contributes 7% of base monthly salary to 457 plan on employees behalf.
- All employees in the unit may transfer unused Cafeteria plan funds to the Deferred Compensation 457 plan.
- Employee may make additional voluntary contributions.

### TAXES

- Federal law requires all new employees and the City to each contribute 1.45% of salary to Medicare
- The City does not pay into Social Security

*“The City of Gracious Living”*

# City of Upland



## UPLAND POLICE MANAGEMENT BENEFITS SUMMARY: SERGEANTS, LIEUTENANTS, CAPTAINS

### LONGEVITY

- 2.5% increase in base salary with 10 years continuous service
- 2.5% increase in base salary with 15 years continuous service equating to 5% cumulative pay.
- 2.5 % increase in base salary with 20 years continuous service equating to 7.5% cumulative pay.

### BILINGUAL PAY

- 2.5% of salary for utilizing bilingual skills a substantial portion of the time
- Must pass a fluency exam

### COURT STANDBY

Sergeants and Lieutenants in on-call status for court will be paid at 2.5 hours at overtime rate

### OVERTIME PAY

- Sergeants and Lieutenants shall receive overtime at one and one half times their regular rate of pay for time worked in excess of 40 hours in a 7 day work period.
- Captains are FLSA exempt and therefore not eligible for overtime

### EXECUTIVE LEAVE

- 20 hours per year for Sergeants
- 30 hours per year for Lieutenants
- 40 hours per year for Captains
- Must be used within calendar year or it will be cashed out on the last payday of December.

### COMPENSATORY TIME OFF (CTO)

- Sergeants and Lieutenants maximum accrual of 300 hours
- Employees in this unit may convert 40 hours of vacation into non-FLSA CTO annually

### MERITORIOUS PAY

- Any Sergeant or Lieutenant or Captain who uses 24 hours or less sick time from December 1<sup>st</sup> through November 30<sup>th</sup>, and has at some time during this period accrued 1000 hours of sick leave, and has between 952 and 1000 hours of accrued sick leave as of December 1<sup>st</sup> will receive \$500 payable in December.
- Employees recommended by their department heads and approved by the City Manager may be granted a 5% increase in base salary for 3 months, 6 months, or 1 year.
- Payment will be made in a lump sum on the first regularly scheduled payday after City Manager approval.

### PAYCHECKS

- Paychecks are issued every other Thursday. The paycheck on Thursday covers the prior two week period worked from Sunday morning (12:01 a.m.) through midnight Saturday (12:00 a.m.)
- 26 pay-periods per year

### VACATION – SERGEANTS AND LIEUTENANTS

- 1-2 years = 96 hours/yr.
- 3-5 years = 120 hours/yr.
- 6-10 years = 152 hours/yr.
- 11-13 years = 160 hours/yr.
- 14-16 years = 168 hours/yr.
- 17+ years = additional day(8 hours) per year up to a max of 176 hours per year

### VACATION – CAPTAINS

- 1-2 years = 96 hours/yr.
- 3-5 years = 120 hours/yr.
- 6-16 years = 152 hours/yr.
- 17+ years = additional day (8 hours) per year up to a max of 176 hours per year

### VACATION BUYBACK

- **Sergeants, Lieutenants & Captains:** May be paid cash in lieu of unused vacation for up to 60 hours of vacation if they have used at least 40 hours of vacation during the preceding year.
- Request must be made in writing to Human Resources by November 30th
- Payment shall be made the first pay period in June and the first pay period in December.

### HOLIDAYS/FLOATING HOLIDAYS

- **Sergeants & Lieutenants** are compensated in cash for City designated holidays at 4.61 hours per pay period
- **Captains** shall observe 9 designated holidays (refer to MOU)
- 32 hours of floating holiday hours per calendar year for Police Captains

### SICK LEAVE

- 8 hours per month to a maximum accrual of 1250 hours

### SICK LEAVE BUYBACK

- Employees who use less than 40 hours of sick leave between Jan. 1 and Nov. 30 of the prior calendar year may request to cash out 20 hours of sick leave each year
- Request must be made in writing to Human Resources by November 30th
- Payment shall be made the first pay period in June and the first pay period in December.

### BEREAVEMENT LEAVE

- May use up to 5 consecutive days accrued sick leave for death of relative up to 2 generations removed
- Up to 4 hours per year for funeral services in the City of Upland for situations other than the above with Dept. Head approval

*"The City of Gracious Living"*

Updated: 07/01/2022